

29 April 1964

MEMORANDUM FOR : Director of Logistics
ATTENTION : Chief, Logistics Services Division
SUBJECT : Proposed Renovation/Construction
Required for Consolidation of
Certain TSD Facilities within
[] Building

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1. During 1963 the Inspector General's Office conducted a thorough investigation of the operations of the Technical Services Division. In his memorandum of 23 October 1963 transmitting the report of the investigating team to the Deputy Director of Central Intelligence, the Inspector General stated in part:

"The report notes the inadequate accommodations in which the Division is housed. The physical separation of its various elements complicates its internal management..."

The report itself mentions this situation in several instances, one of which is quoted here:

"The adverse effects of physical fragmentation at Headquarters were evidenced in a number of ways. Despite the efforts of [] to tie in the separated elements, there were defects that could be related to the physical fact of their separation."

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2. In consideration of the above, and in line with the current emphasis on personnel ceilings and reduction of operating costs in general, TSD has been conducting studies of all activities of the Division with a view toward determining economies which might be effected, at the same time looking toward increased efficiency of operation. As noted by the Inspector General's staff, one of the major difficulties encountered in day to day operation of TSD has been the result of dispersion of various of our components throughout the Washington area. It is our considered opinion that economy as well as greatly increased efficiency of operation will ensue from a transfer of the TSD [redacted] from its present location on the fourth floor of South Building to quarters in [redacted] Building.

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3. The TSD [redacted] has made an investigation of the space and facilities which will be required in [redacted] Building to accomplish the desired move, and has produced sketches showing the space in [redacted] Building which will be occupied by the [redacted]. These sketches indicate the facilities which will be needed for operation of the [redacted]. Copies of the sketches are attached.

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4. This proposed move has been discussed with representatives of the Office of Logistics Real Estate and Construction Division who were requested to furnish an estimate of the cost to move personnel and facilities from South Building to [redacted] Building. The Real Estate and Construction Division has furnished TSD with a preliminary "off-the-cuff" estimate of \$32,000 for the alterations and renovations required at [redacted] Building. It is estimated that the cost of relocation of the personnel and facilities displaced by the [redacted] will amount to approximately \$8,000 in addition to the \$32,000 cost of moving the [redacted] itself.

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5. It is requested that you review the entire situation with a view to authorizing the proposed alterations and renovations. We are hopeful that work may be started in July 1964, immediately after the beginning of Fiscal Year 1965.

[Redacted]

Chief

Technical Services Division

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Attachment:
Sketches a/s

[Redacted]

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CONCUR:

[Redacted]

A Deputy Director for Plans

APPROVED:

See note to JHP - V.T.
Deputy Director for Support

Distribution:

Orig & 1 - Addressee w/Attachment

When I mentioned this to [Redacted] he recalled a 25X1
CSA plan to alter or demolish [Redacted] 25X1
22 [Redacted] thinks the 25X1
plan is for a stream line to use a sizeable piece of the building beginning in April 1967. In view of this John [Redacted] 25X1
wants to hold up on the mane of the [Redacted]
but he wants to go ahead on other alterations which he assures me are essential even if something should happen to the building in 1967. I agree that [Redacted] should look into this now and discuss him of our help. V.T.

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